

**NATIONAL LABOR RELATIONS BOARD**

**ANNUAL NOTICE FOR RECEIPT OF  
CHARGES AND PETITIONS**

**TO: REGIONAL DIRECTOR**

**THE UNDERSIGNED HEREBY REQUESTS RECEIPT OF ALL CHARGES AND PETITIONS FOR ALL MATTERS IN WHICH THE ENTITY NAMED BELOW IS A PARTY AND WHICH COME BEFORE THE REGIONAL OFFICE DURING THE NEXT 12 MONTH PERIOD.**

**SINCE THIS ANNUAL NOTICE IS NOT A NOTICE OF APPEARANCE, FORM NLRB-4701, OR ITS EQUIVALENT, MUST BE FILED WITH THE REGIONAL DIRECTOR IF THE UNDERSIGNED OR ANY OTHER INDIVIDUAL WISHES TO REPRESENT A PARTY IN A SPECIFIC CASE.**

<p><i>NAME OF PARTY:</i> _____</p>
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*(REPRESENTATIVE INFORMATION)*

<p><i>NAME OF REPRESENTATIVE:</i> _____</p>
<p><i>MAILING ADDRESS:</i> _____</p>
<p><i>E-MAIL ADDRESS:</i> _____</p>
<p><i>OFFICE TELEPHONE NUMBER:</i> _____</p>
<p><i>CELL PHONE NUMBER:</i> _____ <i>FAX:</i> _____</p>
<p><i>SIGNATURE:</i> _____ <i>(Please sign in ink.)</i></p>
<p><i>DATE:</i> _____</p>